

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Monday, May 12, 2014

6:00 PM

Adjourned Regular Meeting - Budget Study Session #2

Police/Fire Conference Room

City Council

Mayor Amy Howorth
Mayor Pro Tem Wayne Powell
Councilmember Mark Burton
Councilmember Tony D'Errico
Councilmember David J. Lesser

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A. PLEDGE TO THE FLAG

Cultural Arts Commissioner Jacquelyne May led the Pledge of Allegiance.

B. ROLL CALL

Present: 5 - Mayor Howorth, Mayor Pro Tem Powell, Councilmember Burton, Councilmember D'Errico and Councilmember Lesser

Mayor Howorth arrived at 6:30 PM.

C. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

Management Analyst Matthew Cuevas confirmed that the meeting was properly posted.

D. APPROVAL OF AGENDA AND WAIVER OF FULL READING OF ORDINANCES

Seeing no changes to the Agenda, Mayor Pro Tem Powell ordered approval of the Agenda.

E. PUBLIC COMMENT ON NON-AGENDA ITEMS

Mayor Pro Tem Powell opened public comments.

Viet Ngo spoke about an alleged violation of the Brown Act due to improper posting of the Closed Session Agenda, and alleged election fraud.

Acting City Manager Bruce Moe responded to Mayor Pro Tem Powell's question about the Closed Session Agenda being properly noticed.

Mayor Pro Tem Powell closed public comment.

F. GENERAL BUSINESS

1. Fiscal Year 2014-2015 Proposed Operating Budget Study Session #2: **14-0164**
Human Resources, Police, Fire (Acting City Manager Moe).

DISCUSS AND PROVIDE DIRECTION

HUMAN RESOURCES

Human Resources Director Cathy Hanson presented an overview of the Administration Division's section of the 2014-2015 Human Resources proposed operating budget.

Councilmember Burton asked Human Resources Director Hanson about a personnel rule change in 1988 where department heads can get up to 5% bonus and mid-level management 3% and wanted an explanation for that change.

Human Resources Director Hanson replied she was not here in 1998 but will look into the matter and respond to Councilmember Burton.

Councilmember D'Errico asked about annual performance plans for each employee, as well as an annual review of performance plans and what percentage of employees had performance plans and annual reviews completed over the last 12 months.

Councilmember Burton asked to have a closed session meeting regarding confidential information related to the class compensation and salary survey to become fully informed as part of budget process.

Human Resources Director Hanson continued her presentation of the 2014-2015 Human Resources proposed operating budget and provided an overview of the Risk Management Division.

Councilmember Burton inquired about the amounts for management confidential raises and department head benefits versus management benefits.

Acting City Manager Moe and Director of Human Resources Hanson responded to City Councilmembers questions and stated they would provide the remaining answers at a future Budget Study Meeting.

PUBLIC COMMENT ON THE HUMAN RESOURCES BUDGET:

Mayor Howorth opened public comments.

Gerry O'Connor asked to see a public report on the revised classification and compensation study. He would like to see Human Resources Department empowered and provide performance appraisals, and would also like additional training beyond what the state requires.

Steve Packwood commented on performance evaluations not delaying them. Additionally, he would like to see the results from the classification and compensation survey. Finally, he suggested conducting an employee survey to get their feedback and perspective on their environment in order to provide better customer service.

Viet Ngo asked City Council to follow the guidelines to adopt a budget and alleged that Mayor Howorth has conflict of interest under common law and she should recuse herself from budget proceedings. He also asked that all claims that have been paid and claims rejected by insurance companies be disclosed on the City's website.

Mayor Howorth closed public comment.

POLICE DEPARTMENT

Police Chief Eve Irvine presented an overview of the Administration and Patrol Divisions sections of the Fiscal Year 2014-2015 Police Department proposed operating budget.

Councilmember Burton inquired about the use of security cameras at egress points in the city and advocated for their use if Police Chief Irvine felt they are necessary and asked Police Chief Irvine to return to Council and let them know what locations she would be interested in placing the security cameras.

Mayor Howorth recessed the meeting at 8:24 P.M and reconvened at 8:30 PM with all Councilmembers present.

Police Chief Eve Irvine continued her presentaion with an overview of the following divisions: Investigations, Technical Support, Community Affairs, Traffic Safety, Parking Enforcement, Animal Control, Jail Operations, and Asset Forefeitures/Grants.

Mayor Pro Tem Powell asked if it is possible to break out crime statistics by number of cases solved and the number of cases successfully prosecuted, so that residents would know exactly what that means.

Acting City Manager Moe and Police Chief Irvine responded to Councilmembers questions regarding the Police Department Budget and stated they would provide the remaining answers at a future Budget Study Session.

PUBLIC COMMENT ON THE POLICE DEPARTMENT BUDGET:

Mayor Howorth opened public comments.

Craig Cadwallader asked about using Community Service Officers to enforce outdoor smoking, polystyrene and plastic bans, and if there is anything special needed to enforce e-cigarette bans.

Police Chief Irvine stated that these ordinances are complaint generated and dependent upon the calls the department receives. She reiterated that the department wants to have a fairly sizeable educational time frame before enforcing the law and issuing citations.

Gerry O'Connor stated there's no discussion on the amount of compensation and hoped this would be addressed directly in the future, and also stated he was unclear about the 3/12 shifts from the labor agreement and why the short staffing argument was not brought up before.

Steve Packwood stated he supports Council's willingness to give additional funds, increasing communication between the Police Department and the public, being sensitive to victims, but also believes the Police Department is doing a great job overall.

Councilmember Lesser followed up on the disclosing of information and timeliness of turning over information to the public regarding crimes.

Mayor Howorth closed public comment.

Mayor Howorth recessed the meeting at 9:56 P.M and reconvened at 10:00 PM with all Councilmembers present.

FIRE DEPARTMENT

Fire Chief Robert Espinosa introduced his staff and presented an overview of the Fiscal Year 2014-2015 Fire Department proposed operating budget for the following divisions: Administration, Fire Prevention, Fire Operations, Emergency Medical Services and Support Services

Councilmember Burton inquired about the cost of an additional firefighter.

Acting City Manager Moe answered that information will be provided to Council in the future.

PUBLIC COMMENT ON THE FIRE DEPARTMENT BUDGET:

Mayor Howorth opened public comments.

Viet Ngo alleged that Mayor Howorth has been misusing Fire Department employees for campaign purposes and that she should abstain from voting. He also alleged that Mayor Pro Tem Powell misappropriated public funds and city employees in 2013.

Mayor Howorth replied to the allegations that the individuals for campaign photo were on lunch break and it was taken on public grounds. She also reiterated that no one was paid or working when the pictures were taken, and anyone can take pictures from the sidewalk.

Mayor Pro Tem Powell also responded to the allegations and that the photo of him didn't involve any city resources.

Gerry O'Connor asked for an explanation why \$9 million out of the \$12 million is for compensation and also asked for more clarification about looking for additional revenues and revenue sources. He also suggested that since the department responds to more medical services investing in more ambulances and less fire trucks.

Fire Chief Espinosa answered that other revenues are from ambulance transports from other private contractors or from Hermosa Beach ambulances, as a result the City is missing out on ambulance billing and he would like to keep the revenue. He also answered that larger city fire departments can use fire engines, but since the City is smaller he is unable place engines strategically and can't have all personnel tied up on ambulances.

Steve Packwood stated that he was concerned about burnout as well as about having to go to hospitals further away and also said he feels the strategic plan should be driving the budget process.

Mayor Howorth closed public comment.

Acting City Manager Moe and Fire Chief Espinosa responded to Councilmembers questions regarding the Fire Department Budget.

G. OPTIONAL ADDITIONAL PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

**H. OTHER COUNCIL BUSINESS, COMMITTEE AND TRAVEL REPORTS,
FUTURE DISCUSSION ITEMS**

None.

I. ADJOURNMENT

*Mayor Howorth stated that Council will now be returning into the prior 5:00 PM
Closed Session.*

At 11:30 PM the Budget Study Session #2 Meeting was adjourned.

Matthew Cuevas
Recording Secretary

Amy Thomas Howorth
Mayor

ATTEST:

Liza Tamura
City Clerk